

WCTV, WSWG
EEO PUBLIC FILE REPORT
12.01.2015 – 11.30.2016

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Sales Assistant (1)	1-15	12
Multi Media Journalist (3)	1-15	10, 13
Producers (3)	1-15	12, 13
News Anchor (1)	1-15	12
Account Executive (4)	1-15	11, 12,13
Broadcast Information Technical Engineer (1)	1-15	11
Photographer (1)	1-15	12

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
1	WorkForce Plus 2525 S. Monroe St., #3A Tallahassee, FL 32301	Y	1
2	Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304	N	0
3	Florida State University College of Communications 356 Diffenbaugh Tallahassee FL 32306	N	0
4	University of Georgia College of Journalism Athens, GA 30602-3018	N	0
5	Florida A&M University 428 Tucker Hall Tallahassee FL 32399	N	0
6	Career Source Capital Region-Veterans 325 John Knox Road #102 Tallahassee, FL 32303	Y	1
7	Troy State University University Boulevard Troy, AL 36082	N	0
8	Clark Atlanta University 223 James P. Brawley Atlanta, GA 30314	N	0
9	Division of Blind Services 325 W. Gaines Street, Suite 1114 Tallahassee, FL 32399	N	0
10	TVJOBS.COM Mark Holland (E-mail)	N	7
11	Gray Television Corporate Internal Posting	N	8
12	WCTV6.com (Stations Website)	N	29
13	Employee Referrals	N	18
14	Outside Referrals	N	2
15	WCTV Intern	N	3
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			68

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship program	<p>The stations maintain an on-going Internship Program with Florida State University-Tallahassee, Florida A&M University-Tallahassee, and Valdosta State University-Valdosta, Georgia.</p> <p>These internships are offered for the term of one semester and afford students studying communications the opportunity to achieve practical experience in the field.</p> <p>A total of 25 students interned at the station during the Spring, Summer, and Fall, semesters. 8 per semester. Interns work in the News and Production departments.</p>
2	Training Program for Station Employees that Teaches Skills Needed for Promotion to a Higher Level Position	News- PT Editor and PT producer trained and mentored and promoted to FT positions.
3	Formal Mentoring Program for Station Personnel	One of our Senior Anchors holds monthly training/mentoring session for our beginning Multi-Media Journalists. She mentors them, as well as provides guidance as to how to grow their reporter skill-set.
4	Participate in Events Sponsored by Community Groups Interested in Broadcast Employment Issues	<p>National Association of Black Journalists 3-day conference that includes many speakers, interactive sessions and information.</p> <p>One employee attended conference the conference on August 4th-August 6th, 2016. They participated in individual and group discussion about WCTV and broadcasting careers.</p>
5	Co-Sponsor Job Fair with Organizations whose memberships includes Substantial Participation by Women and Minorities.	Media Sales Institute- May 11 th , 19 th and 20 th 2016 NABEF/NABOB Media Sales Institute at Florida A&M University. GM/VP attending, spoke, and talked to students.

6	Provide EEO Training to Management Level Personnel	On October 10, 2016 all managers attended a meeting where they reviewed EEO rules and best-hiring practices. A presentation was provided and there was a question and answer session.
7	Participate in Events or Programs Sponsored by Education Institutions Relating to Careers in Broadcasting	University of Florida Spring Career Day March 10, 2016. GM/ News Director and Anchor attended using technology and interactions with students to teach them about WCTV-GRAY TV and how to get a job/career.
8	Participate in Events or Programs Sponsored by Education Institutions Relating to Careers in Broadcasting	Southwest GA College & Career Fair May 7, 2016. Two Account Executives attended and discussed opportunities at WSWG-Gray TV. They received resumes, applications and talked to students about how to get a career in journalism sales.